



# PROSPECT HEIGHTS SCHOOL DISTRICT 23

## MINUTES OF THE BOARD OF EDUCATION

Regular Meeting

Grodsky Administration Building

7:00 p.m. January 9, 2025

<u>Members Present</u> Kevin Novak, President (Virtual) Brian Greidanus, Vice President Rebecca McClaney, Secretary Carol Botwinski Brynn Nordmark Mari-Lynn Peters (arrived at 7:02 p.m.)	<u>Members Absent</u> Spencer Long
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<b><u>CALL TO ORDER</u></b>	<p>Brian Greidanus, Vice-President called the meeting to order at 7:01 p.m.</p> <p>This meeting was held in the Grodsky Administration Building and a link was made available for those who wanted to view virtually.</p> <p>Link to: <a href="https://www.youtube.com/channel/UCL3A8o0joa6QutTKwq5C3pg">https://www.youtube.com/channel/UCL3A8o0joa6QutTKwq5C3pg</a></p>
<b><u>ROLL CALL</u></b>	<p>Present: Mrs. Botwinski, Mr. Greidanus, Mrs. McClaney, Mr. Nordmark, Mr. Novak and Mrs. Peters</p> <p>Absent: Dr. Long</p> <p>Also present: Dr. Angelaccio, Superintendent, Mrs. Amy McPartlin, Assistant Superintendent for Finance and Operations, and Dr. Chrys Sroka, Assistant Superintendent for Student Services.</p>
<b><u>PLEDGE OF ALLEGIANCE</u></b>	<p>We were led in the Pledge of Allegiance by students that participate in the IDEAS Program.</p>

<p><b><u>RECOGNITION OF VISITORS AND VISITOR PARTICIPATION</u></b></p>	<p>No one addressed the board</p>
<p><b><u>COMMUNICATIONS</u></b></p>	<p><b><u>ED-RED Annual Legislative Dinner - January 27, 2025</u></b>  Securing the Future of Public Education:  Navigating Federal Uncertainty in 2025</p> <p>Monday, January 27, 2025  5:00-8:00 PM</p> <p>Stevenson High School  1 Stevenson Dr, Lincolnshire, IL 60069</p> <p>5:00 PM Doors Open for Check-in  5:00-6:00 PM Networking Hour  6:00-8:00 PM Dinner and Program</p> <p><b><u>North Cook Division Meeting - March 4, 2025</u></b>  6:00 PM - 8:00 PM  Hilton Chicago/Northbrook  2855 North Milwaukee Avenue,  Northbrook IL, 60062</p>
<p><b><u>COMMITTEE REPORTS</u></b></p>	<p><b><u>FINANCE</u></b>  Mrs. Peters reported on the financial reporting provided for the Board members. There was discussion on the landscaping bids following termination with the current vendor, bids were solicited for the 2025-28 School Years Landscaping Services through the District. She reported that following committee approval, Administration made a recommendation to award the 3-year bid to Countryside Industries, Co. There was some discussion on SSCIP, and the Board was asked to approve the payment of the premiums for property and liability as well as cyber liability insurance offered through the Suburban School Cooperative Insurance Pool (SSCIP). Annual student fees were discussed, following a survey of neighboring districts, the administration did not recommend an increase in fees for the 2025-26 school year. There was discussion on the budget resolution and that Mrs. McPartlin was recommended to prepare the tentative and final budget for the upcoming fiscal year.</p>

	<p><b><u>N.S.S.E.O</u></b></p> <p>Mrs. Botwinski reported on the meeting. During public comment an NSSEO esp (Gina Lazano) talked about a National ESP Conference, in which there were representatives of esps from each state. She was one of four representing Illinois. She thanked the Board and the member districts for all the support given to esps. There was discussion on the two shining stars. Dr. Schnoor provided an update on the new Strategic Plan development process. Consultants from Hazzard Young and Attea Inc. were brought in to facilitate the process. Every member district sent representatives for two full days in December to provide input and help write the new Strategic Plan. Four main areas were identified: instruction and programming, governance, facilities and finance, and maintaining a high quality staff. A recap was provided on Institute day, attendance was very good. Policies were adopted, with ESY being one of them. There is a change for this summer as ESY will run for two weeks and be 60 hours long. A 3-year contract extension with Richlee vans was approved by the Board. Their recent audit found the remaining fund balance to be \$510,000, refunds will be going back to member districts. The Winter Wonderland will take place on February 10th and the Foundation's big fundraiser, Bingo night, will be held on March 13th.</p> <p><b><u>POLICY</u></b></p> <p>Mrs. McClaney reported that all the policies will be recommended to be adopted as presented.</p>
<p><b><u>CONSENT AGENDA</u></b></p>	<p>The Consent Agenda included the approval of the minutes from the Regular and Executive Session Meetings on December 12, 2024, and the January Personnel Report.</p> <p>Motion to approve items A &amp; B of the Consent Agenda as presented. This motion, made by Becky McClaney and seconded by Brynn Nordmark, Passed.</p> <p>Mari-Lynn Peters: Abstain (Without Conflict), Carol Botwinski: Yea, Brian Greidanus: Yea, Becky McClaney: Yea, Brynn Nordmark: Yea, Kevin Novak: Yea</p> <p>Carol Botwinski: Yea, Brian Greidanus: Yea, Becky McClaney: Yea, Brynn Nordmark: Yea, Kevin Novak: Yea, Mari-Lynn Peters: Yea</p>

	<p>Yea: 5, Nay: 0, Abstain: 1 Absent: Dr. Long</p> <p>Motion to approve Item C of the Consent agenda as presented. This motion, made by Mari-Lynn Peters and seconded by Carol Botwinski, Passed.</p> <p>Carol Botwinski: Yea, Brian Greidanus: Yea, Becky McClaney: Yea, Brynn Nordmark: Yea, Kevin Novak: Yea, Mari-Lynn Peters: Yea</p> <p>Yea: 6, Nay: 0, Abstain: 0</p> <p>Absent: Dr. Long</p>
<b><u>FINANCIAL REPORT</u></b>	<p>Board member Novak reviewed and approved the vouchers this month.</p> <p>Motion to approve the Financial Report as presented. This motion, made by Mr. Novak and seconded by Mr. Nordmark, Passed.</p> <p>Carol Botwinski: Yea, Brian Greidanus: Yea, Becky McClaney: Yea, Brynn Nordmark: Yea, Kevin Novak: Yea, Mari-Lynn Peters: Yea</p> <p>Yea: 6, Nay: 0, Abstain: 0</p> <p>Absent: Dr. Long</p>
<b><u>SUPERINTENDENT'S REPORT</u></b>	<p><b><u>FY25 Projection Models and Discussion</u></b> On an annual basis, the Business Office will prepare and review projection models for the purpose of budgeting and planning for future fiscal years. Amy has provided an overview of the models for discussion.</p> <p><b><u>Budget Resolution - Authorization of Individual to Prepare the FY2026 Budget</u></b> The Board of Education is required to appoint an individual to prepare the budget in accordance with the legal requirements outlined in the Illinois School Code. Traditionally, the District has appointed the Assistant Superintendent for Finance &amp; Operations to prepare the tentative and final budget for the 2026 fiscal year.</p>

Motion to approve Assistant Superintendent McPartlin as the individual responsible for preparing the fiscal 2026 budget. This motion, made by Mari-Lynn Peters and seconded by Carol Botwinski, Passed.

Carol Botwinski: Yea, Brian Greidanus: Yea, Becky McClaney: Yea, Brynn Nordmark: Yea, Kevin Novak: Yea, Mari-Lynn Peters: Yea

Yea: 6, Nay: 0, Abstain: 0

Absent: Dr. Long

**Building a Better D23 Referendum Update**

An update will be made each month as we progress toward the April referendum vote consisting of informational updates and necessary Board discussions and/or action.

Motion to proceed with 75% CD's pre-referendum not to exceed \$120,000. This motion, made by Becky McClaney and seconded by Kevin Novak, Passed.

Carol Botwinski: No, Brian Greidanus: Yea, Becky McClaney: Yea, Brynn Nordmark: Yea, Kevin Novak: Yea, Mari-Lynn Peters: No

Yea: 4, Nay: 2, Abstain: 0

Absent: Dr. Long

**2025-26 Staffing Plan Proposal**

The draft of the 2025-26 Staffing Plan was presented for discussion and review. It will be presented next month for action.

**2025 SSCIP Annual Insurance Coverage Renewal (Property, Liability and Cyber)**

Annually, the Board is asked to approve the payment of the premiums for property and liability as well as cyber liability insurance offered through the Suburban School Cooperative Insurance Pool (SSCIP).

Motion to approve the District's renewal of property, casualty and cyber liability insurance coverages through

the Suburban School Cooperative Insurance Pool as presented in the total amount of \$119,732. This motion, made by Mari-Lynn Peters and seconded by Brynn Nordmark, Passed.

Carol Botwinski: Yea, Brian Greidanus: Yea, Becky McClaney: Yea, Brynn Nordmark: Yea, Kevin Novak: Yea, Mari-Lynn Peters: Yea

Yea: 6, Nay: 0, Abstain: 0

Absent: Dr. Long

### **2025-28 Landscaping Services**

Following notice of contract termination with the current vendor, bids were solicited for the 2025-28 Landscaping Services throughout the District. Following Committee approval, the recommendation is being made to award the three-year bid in the approximate total amount of \$73,327 to Countryside Industries, Co.

Motion to award the three year bid for District Landscaping Services to Countryside Industries in the total amount of \$73,327. This motion, made by Mari-Lynn Peters and seconded by Carol Botwinski, Passed.

Carol Botwinski: Yea, Brian Greidanus: Yea, Becky McClaney: Yea, Brynn Nordmark: Yea, Kevin Novak: Yea, Mari-Lynn Peters: Yea

Yea: 6, Nay: 0, Abstain: 0

Absent: Dr. Long

### **Proposal for the 3-Year AHERA Inspection**

As required by the State of Illinois, the District is due for its three-year inspection in accordance with the Asbestos Hazard Emergency Response Act. The proposal from Forensic Analytical Consulting Services (FACS) has been attached for review and action.

Motion to accept the proposal from Forensic Analytical Consulting Services in the amount of \$10,545 for the 3-year AHERA inspections. This motion, made by Brynn Nordmark and seconded by Mari-Lynn Peters, Passed.

	<p>Carol Botwinski: Yea, Brian Greidanus: Yea, Becky McClaney: Yea, Brynn Nordmark: Yea, Kevin Novak: Yea, Mari-Lynn Peters: Yea</p> <p>Yea: 6, Nay: 0, Abstain: 0</p> <p>Absent: Dr. Long</p> <p><b><u>2025-26 Student Fee Recommendation</u></b> Administration has prepared a brief overview of the annual student fees and discussed it with the Finance Committee. Following a survey of neighboring districts, the administration is not recommending an increase in fees for the 2025-26 school year.</p> <p><b><u>Immunization Compliance Report</u></b> The annual report of immunization compliance was presented for the Board's information.</p>
<p><b><u>NEW BUSINESS</u></b></p>	<p><b><u>Semi-Annual Review of Executive Session Minutes</u></b> According to Board Policy 2:220, the Board must conduct a semi-annual review of Executive Session Minutes, and also review audio recordings of closed meetings to determine whether:</p> <ul style="list-style-type: none"> <li>(1) there continues to be a need for confidentiality, or</li> <li>(2) the recordings no longer require confidential treatment and are available for public inspection.</li> </ul> <p>Additionally, after 18 months have passed since being made, the audio recording of a closed meeting is destroyed provided the Board approved its destruction. The Board's past practice has been to appoint the Secretary to review these minutes in a meeting with the Superintendent and make a recommendation at the following Board meeting.</p> <p>Motion to appoint Becky McClaney, Board Secretary, to conduct the semi-annual review of Executive Session minutes. This motion, made by and seconded by Mr. Norkmark and seconded by Dr. Long, Passed.</p> <p>Carol Botwinski: Yea, Brian Greidanus: Yea, Becky McClaney: Yea, Brynn Nordmark: Yea, Kevin Novak: Yea, Mari-Lynn Peters: Yea</p>

	<p>Yea: 6, Nay: 0, Abstain: 0</p> <p>Absent: Dr. Long</p> <p><b><u>Press Policy 117 First Read</u></b></p> <p>The Policy Committee has recommended that all policies be adopted as presented.</p> <ol style="list-style-type: none"> <li>1. Policy 4:30 Revenue and Investments</li> <li>2. Policy 4:60 Purchases and Contracts</li> <li>3. Policy 5:10 Equal Employment Opportunity and Minority Recruitment</li> <li>4. Policy 5:20 Workplace Harassment Prohibited</li> <li>5. Policy 5:90 Abused and Neglected Child Reporting</li> <li>6. Policy 6:60 Curriculum Content</li> <li>7. Policy 7:10 Equal Educational Opportunities</li> <li>8. Policy 8:10 Connection with the Community</li> <li>9. Policy 2:105 Ethics and Gift Ban</li> <li>10. Policy 2:120 Board Member Development</li> <li>11. Policy 4:150 Facility Management and Building Programs</li> <li>12. Policy 4:170 Safety</li> <li>13. Policy 5:125 Personal Technology and Social Media; Usage and Conduct</li> <li>14. Policy 5:230 Maintaining Student Discipline</li> <li>15. Policy 6:135 Accelerated Placement Program</li> <li>16. Policy 7:100 Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students</li> <li>17. Policy 6:270 Guidance and Counseling Program</li> <li>18. Policy 7:180 Prevention of and Response to Bullying, Intimidation, and Harassment</li> <li>19. Policy 7:200 Suspension Procedures</li> </ol>
<b><u>EXECUTIVE SESSION</u></b>	<p>An Executive Session was needed to discuss personnel matters.</p> <p>Motion to adjourn to Executive Session at 9:21 p.m. to discuss personnel matters. There will be no action after Executive Session.</p> <p>This motion, made by Mrs. McClaney and seconded by Mrs. Peters, Passed. There was no action after Executive Session.</p>



	<p>Carol Botwinski: Yea, Brian Greidanus: Yea, Becky McClaney: Yea, Brynn Nordmark: Yea, Kevin Novak: Yea and Mari-Lynn Peters: Yea.</p> <p>Yea: 6, Nay: 0, Abstain: 0</p> <p>Absent: Dr. Long, Mr. Novak left at 9:33 p.m.</p> <p>Motion to adjourn Executive Session at 9:56 p.m. This motion, made by Mrs. Peters and seconded by Mrs. Botwinski, Passed.</p> <p>Carol Botwinski: Yea, Brian Greidanus: Yea, Becky McClaney: Yea, Brynn Nordmark: Yea, and Mari-Lynn Peters: Yea.</p> <p>Yea: 5, Nay: 0, Abstain: 0</p> <p>Absent: Dr. Long, Mr. Novak left at 9:33 p.m.</p>
<b><u>ADJOURN</u></b>	<p>Motion to adjourn at 9:57 p.m. This motion, made by Mrs. Peters and seconded by Mrs. Botwinski, Passed.</p> <p>Carol Botwinski: Yea, Brian Greidanus: Yea, Becky McClaney: Yea, Brynn Nordmark: Yea, and Mari-Lynn Peters: Yea.</p> <p>Yea: 5, Nay: 0, Abstain: 0</p> <p>Absent: Dr. Long, Mr. Novak left at 9:33 p.m.</p>

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**Board President**

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**Board Secretary**